## The International and Area Studies Library Translations on "Using the University of Illinois Library"

### **English**

#### **USING THE LIBRARY**

The University of Illinois at Urbana-Champaign Library system is one of the government depository libraries and exists to serve the curricular and research needs of students and faculty of the University of Illinois. It is the second largest academic library and fourth largest library in the United States. The university library holds nearly 14 million volumes which are largely decentralized into the Main Stacks and several departmental libraries located in the Main Library and across campus. Virtual and in-person tours of the library are available. Items with a low circulation history but still essential to the collection are housed at the Oak Street Facility. If we don't have an item in our collection, you may be able to borrow through I-Share, a consortium of 76 libraries across Illinois. If you still cannot find what you need, you can request books, articles and other research materials through our Interlibrary Loan and Document Delivery service.

The International and Area Studies Library is the premier information hub that provides support for foreign language collections and services. The IAS reading room provides journals and reference collections of African, East Asian, South Asian, Middle Eastern, Latin American, and Slavic language materials in various discipline areas including the social science, humanities, and linguistics.

More information about library use is provided in the Library User Guide: <a href="http://www.library.illinois.edu/using/">http://www.library.illinois.edu/using/</a>

#### USING THE MAIN STACKS

The entrance to the Main Stacks is located on the second floor of the Main Library. To enter the Main Stacks, you must present your i-Card to the attendant at the desk. For the security of the collection, no food or beverages, backpacks, bags, or purses are allowed in the Main Stacks. You may store your belongings in the lockers outside of the Main Stacks. To get an item from the Main Stacks you may either enter the stacks and find the item by call number or have the item retrieved from the stacks for you. To find the call number, you can either

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search the <u>catalog</u> or <u>ask a librarian</u> at the Information Desk (also located on the second floor of the Main Library) to help you identify the item's call number. You may use the <u>Main Stacks directory</u> to find the item, or you can <u>ask a librarian</u> for help. To have the book(s) retrieved for you, you will need to present the call number to the attendant at the Main Stacks entrance desk. You may have 4 items retrieved at a time. Once the items are available, the last 3 digits of your library ID number will be called out and you can check the items out at the desk. If you are ever unsure what to do, please feel free to <u>ask a librarian</u> for assistance.

### CREATING A LIBRARY ACCOUNT/USING THE CATALOG

The <u>I-Card</u> is the all-in-one campus card for students, faculty, and staff, which provides full access to library materials online and in person, as well as access to technological equipment available at the Undergraduate Library. You can also use your I-Card to set up a library account through the <u>library catalog</u>. The library catalog lets you <u>search for items</u> at the University of Illinois and your library account will help you <u>request items</u> and have them delivered to any library on campus, view due dates and items you have checked out, and <u>renew items online</u>. You will need to <u>create a library account</u> in order to request, renew, and view the items you have checked out. Please note that your Borrower ID is the number next to "Library" on the front of your I-Card.

#### HOW TO FIND ITEMS IN SPECIFIC LANGUAGES

One way to find items in a specific foreign language is to search the <u>library catalog</u> by subject using the language as the subject term. You can search by subject term by selecting subject term in the drop-down menu while you are searching. You can also select the language you are looking for on the <u>advanced search screen</u> or select the language on the right side of the results page after you perform a search. If you need help finding items in specific languages, do not hesitate to **ask a librarian** for help.

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# HOW TO FIND ENGLISH AS A SECOND (ESL) LANGUAGE MATERIALS

The University of Illinois at Urbana-Champaign contains many useful resources for the study of and research in the teaching and learning of English as a second, foreign, or <u>international language</u>. These resources are primarily located in the <u>Social Sciences, Health, and Education Library</u> (SSHEL) and the <u>Literature & Languages Library</u>. The library has a guide full of <u>resources for English language learners</u>, including online courses and dictionaries. If you need help finding resources for ESL materials, you can always <u>ask a librarian</u> for help.

#### **GETTING HELP FROM LIBRARIANS**

Librarians at the <u>International and Area Studies Library</u> are available for individual/group research consultations. Walk-ins are welcome during the <u>hours we are open</u>, but for more targeted or specialized assistance, we recommend making an appointment. If you are not able to make it in, you can <u>chat with a librarian</u> or use our <u>online reference service</u>. To make an appointment, contact the IAS Main Circulation desk or any of our <u>subject specialists</u>.

#### IAS MAIN CIRCULATION DESK:

(217) 333-1501 or international ref@library.illinois.edu

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